Mdn. II-37—100,000—22-5-48.

E and P.H (1948) Department

Ms SERIES.

G.O. No.	4276 P.H
Dated	17-12-48

[Despatch Abstract.]

Establishment Menials Surgeon General's Office - Standard scale of Employment and reduction of Staff Papers - Recorded.

Medical Department.

From
Col. S.L.Bhatia, C.I.E, M.C., M.A., M.D., (Cantab), F.R.C.P., (Lond), F.R.S.(E), Surgeon General with the Government of Madras, Madras.6.

To
The Secretary to Government,
Finance (Retrenchment and Reorganisation) Department,

Through
The Secretary to Government,
Education and Public Health Department, Madras.

Ref: No.29187-2-G, dated the 21st April 1948.

Sir,

Subject:- Establishment - Menials - Surgeon-General's Office - Standard scale of employment and reduction of staff - regarding.
Reference:- G.O.No.326, Finance, dated the 5th April 1948.

...

With reference to the orders issued in the G.O. quoted above, I have the honour to state that I have examined in detail the possibility of reducing the strength of peons employed in my office. A statement showing the existing number of peons deputed to work under the officers and the distribution as fixed in the G.O. quoted above is furnished in the annexure. Hence the total number of peons admissible (both for officers and office) will be 22 as against 29 (including one duffadar) existing at present. There is necessity for the retention of the additional 7 peons as explained below:--

2. There are 13 sections in this office excluding the faircopying section and despatch section and these sections are located in 10 rooms in the main building (upstairs and downstairs). The faircopying section, the despatch section and a part of the Record section are located in the adjacent small buildings. Hence the standard scale of one peon for every 8 clerks cannot be strictly applied to this office in view of the fact that the sections are not in close proximity with one another. In practice it is found very difficult to transact quick business in the office with the existing number of peons and the need for extra peons is keenly felt. On an average, two or three peons are absent on casual leave.

3. There is a Central Records Section in the office and 4 peons are posted for duty in that section. These four peons have full time work in the Records Section and their services cannot be utilised for any other purpose. ,Besides, 3 peons are always deputed for outdoor work as detailed hereunder:-

1) Government tappal and Post Office.
2) Local delivery.
3) Accountant-General's Office and Bank.

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On many a time it is found necessary to depute the peons working in the sections to carry urgent and special errands, telegrams etc. during the course of the day.

4. Attention is also invited in this connection to this office letter Ref.No.27699/1-G dated 16th May 1945 disposed of in G.O.No.1935, Public Health, dated 24th July 1945 wherein it was clearly explained how there was necessity for the employment of additional peons. Again with reference to Government Memorandum No.68506-1-Re. Finance, dated 16th December 1946, the Government were apprised of the position regarding the strength of the Inferior Staff of this office (which was then 27) and they were informed that no reduction was possible - vide Surgeon General's letter Ref.No.83550-G/46 dated 22nd February 1947. Subsequently two posts of peons were sanctioned for the Drugs Section in G.O.No.1094, Public Health, dated 1st April 1947 thus raising the strength of the peons to 29.

5. In the circumstances explained above, it may be observed that there is necessity for the retention of the existing staff of 29 peons (including one duffadar). It may not also be out of place to point out in this connection that the Personal Assistant to the Surgeon General who is next in rank to Surgeon General is eligible for only one peon in accordance with the standard scale prescribed in the G.O. under reference, whereas touring officers, Assistant Secretaries to Government, etc. are entitled to two peons. I consider that it is appropriate that the Personal Assistant to the Surgeon General is allowed to continue to have a peon in this residence, as such a concession has been in existence for the past eight years and it is unfair to withdraw his residential peon. Anyway, no additional peon will be asked for and the work will be managed with the existing peons.

6. As regards the peons employed in the Subordinate offices, a separate report will be submitted to the Government.

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A N N E X U R E.

Existing Distribution.		Distribution as in G.O.No. 326, Finance, dated 5/4/48.
Surgeon General	(2 peons for Office 2 peons for Residence)	(1 peon for Office. 2 peons for Residence)
Assistant (Accounts)	2 peons	(1 peon for Office 1 peon for Residence)
Assistant (Drugs)	2 peons (including one peon attached to the Drugs Section)	(1 peon for Office 1 peon for Residence)
Assistant (Nursing)	1 peon (utilised for work in the office as the post of Assistant (Nursing) is temporarily vacant)	(1 peon for Office 1 peon for residence

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	(i)		(ii)
Personal Assistant	(1 peon for Office 1 peon for Residence)		1 peon.
Manager	1 peon		1 peon
	12		11

Office

E-1 amd E-2 Sections	1 peon
Statistics, Post-War and Resettlement-I Sections	1 peon
Budget, M/gII and M-I Sections	1 peon
Nursing ~~xxxxxxxxxxxx~~ section room and Cash-keeper's room	1 peon
Re-settlement II and 'G' section	1 peon
'H' and 'A' sections	1 peon
Typing Section	2 peons
Despatch Section	1 peon
Record rooms	4 peons
Messengers	5 peons
Bringing letters from the Post Office and assistance to tappal Clerk	1 peon
	17 peons
Total	29 peons.

The total number of clerks, typists and Superintendents is 79. Applying the criterion fixed in the G.O., the number of peons admissible will be 11. Hence the total number of peons for Officers and the Office will be only 22. The need for the retention of the existing entire staff is explained in paragraphs 2 to 5 ~~xxxxx~~ of the letter.

/ True Copy /

Superintendent.
Madras Record Office.....

contd.....

Education and Public Health Department.

NOTE FOR THE CABINET.

(Sub: Surgeon-General's Office - Retrenchment of Peons.)

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According to the recommendation of the Retrenchment and Reorganisation Committee, accepted by Government, the following scale should be adopted for the employment of peons:

Head of Department	....	One peon for office and two peons for residence.
Touring gazetted Officers.	....	One peon for office and One peon for residence.
All other gazetted Officers (non-touring)....		One peon each.

OFFICE

Two peons for offices employing less than ten clerks and an additional peon for every eight additional clerks.

In the Surgeon General's Office there are, at present, ~~many~~ 12 peons for officers and 17 peons for the office as shown in the statement below.

Office		No. of peons employed.
Surgeon General		2 for office 2 for residence.
Assistant (Accounts)	Touring Officers	2
Assistant (Drugs)		2
Assistant (Nursing)		1 (1)
Personal Assistant to the Surgeon-General		2
Manager		1
Office of the Surgeon-General		17
	Total	29

With reference to the recommendation of the Retrenchment and Reorganisation Committee, only 11 peons are admissible for the officers and 11 peons for the office. There is an excess of 7 peons. The Surgeon-General has requested that all the peons may be retained in view of the fact that the office is not located in one building and it is spread over also in the adjacent ~~small~~ buildings and that it is therefore very difficult to transact business quickly. He has also requested that a peon for Personal Assistant's residence may be ~~also~~ ~~allowed to continue~~. ~~In the circumstances~~ explained by the Surgeon-General

allowed to continue. In the circumstances explained by the Surgeon-General, Finance Department have agreed to the retention of 25 peons in all against the 29 peons now employed and suggest that 4 peons may be retrenched. This Department propose to accept the suggestion of the Finance Department. The subject is placed before the Cabinet for orders.

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/ True Copy /

Superintendent,
Madras Record Office, Madras.8.

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MEETING OF THE COUNCIL OF MINISTERS HELD AT FORT ST. GEORGE, ON SATURDAY, THE 16TH OCTOBER 1948.

....

The Honourable Premier presided.

PRESENT.

1. The Hon. Dr. T.S.S.Rajan.
2. The Hon. Sri M. Bhaktavatsalam.
3. The Hon. Sri B. Sitarama Reddi.
4. The Hon. Sri K. Chandramouli.
5. The Hon. Sri T.S. Avinashilingam.
6. The Hon. Sri K. Madhava Menon.
7. The Hon. Sri Kala Venkata Rao.
8. The Hon. Sri A.B. Shetty.
9. The Hon. Sri V. Kurmayya.
10. The Hon. Dr. S. Curubatham.

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AGENDA

4. Recommendations of the Retrenchment and Reorganisation Committee - Policy regarding the appointment of Lay Secretaries.

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ORDER:

The following decision were reached -

*** *** *** ***

(iii) Twenty-five peons in all may be retained in the Surgeon General's office and the additional 4 peons retrenched.

*** *** *** **

O.P. Ramaswamy Reddi,
21-10-48.

K.R.M.
21-x-48.

Education and P.H. Department.

/ True Copy /

Supdt.
Madras Record Office
16/13/5

Extract from file containing G.O.Ms.No.4276, Education and Public Health, dated the 17th December 1948.

.. .. ..

Education and Public Health (D.I) Department.

Please see the orders of the Cabinet on page 9 c.f. As the Surgeon General has already reported that 4 peons have been retrenched with effect from 8th July 1948, After Noon, no further action is called for in this file. The papers may be

Establishment - Menials - Surgeon General's Office - Standard Scale of employment and reduction of staff - Papers - Recorded.

Order/Ms. P.H. dated

RECORDED

after perusal by Finance.

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Finance (E.II) Department.

May be perused and returned to Education and Public Health Department.

xx E.P.H.

Education and Public Health (D.I) Department.

~~The papers may be~~

The papers may be

Order No. 4276 dated 17.12.48

R E C O R D E D.

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/ True Copy /

Superintendent,
Madras Record Office, Madras.8.

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